

**BUDGET ADVISORY COMMITTEE MEETING
DAVIE TOWN HALL
6591 ORANGE DRIVE
June 18, 2007 – 5:30 p.m.**

MEMBERS PRESENT

Dr. Robert Preziosi, Chair
Scott Spages, Vice Chair
Dan Barr
David Oakes
Stuart Podel (arrived at 6:15 pm)

ALSO PRESENT

Carol Menke, Acting Budget Finance Director
Gary Shimun, Town Administrator

1. ROLL CALL

Chair Preziosi called the meeting to order at 5:40 p.m.

Mr. Shimun provided to the Committee a copy of the materials given to Town Council for their first budget session, highlighting the budget cuts needed to get the Town into compliance with the reductions being imposed upon them by the State. He reviewed budget reductions, noting that in the follow up materials there are references to 5%, 15%, and 17% deductions – ranges computed by staff as, at the time the document was prepared, they were not sure of the parameters to be mandated from the State. Mr. Shimun asked that the Committee compare that document to the budget figures they have to see if they can come up with better alternatives than those suggested by the department heads. He added that they are specifically looking into items affecting the general fund which come from property taxes. The next Town Council budget workshop is scheduled for July 19, 2007. Mr. Shimun asked that the Committee prepare their comments and recommendations by that time.

The question was asked whether the Town should be more aggressive with cost recovery in charging more for department services rendered (i.e., permits, etc.) and was advised by Mr. Shimun that those options could be considered, although it was his opinion the Town Council would probably prefer not to raise those charges more than necessary.

Endowment funds, legal services, and fire department services were briefly discussed.

2. APPROVAL OF MINUTES

2.1) May 15, 2007

Motion made by Vice Chair Spages, seconded by Mr. Oakes, to approve the May 15, 2007 minutes. In a voice vote, the motion passed unanimously.

3. OLD BUSINESS

3.1) Annual Report – January 31, 2007 - Deferred to the next meeting.

3.2) Vehicle Usage Policy

Mr. Oakes stated that the policy “seems a bit disorganized and wordy” but the gist of it is “if you’re not authorized to use a vehicle, you are not to use a vehicle.” He felt there were enough checks and balances to ensure no one could take advantage of the policy. Reports will have to be filed indicating why the vehicle is being used, with the reports submitted to the Finance Department which is responsible under the draft policy, for enforcement of the policy. Mr. Oakes suggested, as the report is not clearly structured, it should be put into a uniform format or spreadsheet. Ms. Menke stated that once the policy is approved by the Committee, it will be transmitted to Administration.

Ms. Menke agreed to review the verbiage of the policy and will return with another draft for review by the Committee at their next meeting.

4 NEW BUSINESS

4.1) Department Liaison Reports

Vice Chair Spages reported on his meeting at Fire Department. He advised there are five areas of the Fire Rescue Department’s budget: 1) administration, 2) fire and life safety, 3) special operations, 4) EMS, and 5) operations.

Highlights of Vice Chair Spages’ report were:

- The Fire Department is the Town’s largest department revenue source: \$8 million per year (per the Fire Chief)
- Special operations should be under the purview of the County
- The Fire Chief was “comfortable” with the budget and rate at which the bond money was being spent
- Implementing an interstate impact (recapture) fee to generate revenue

- Renewal of the contract with Southwest Ranches; possible association with Cooper City; profitability

Discussion continued regarding minimum manning requirements, mitigation of problems regarding cross-training and filling of vacancies, and the fire union contract.

Vice Chair Spages encouraged the other Committee members to discuss the upcoming vote on the fire contract with their respective Town Council member asking them to vote against the contract as it “builds on the old contract which was bad to begin with” and should be pared back.

Mr. Oakes asked that his report be deferred to the next meeting.

Chair Preziosi discussed his meeting at the Police Department stating that Chair Preziosi is comfortable with the current level of personnel, if all positions were filled (although this meeting was prior to the legislative mandate for a reduced budget). Chief George expressed concern, however, regarding 10-12 hour workdays. Ms. Menke pointed out that at the budget workshop, Council had requested Chief George provide further information in that regard and whether there could be a cost savings based on changing shifts. Chair Preziosi suggested that productivity and quality of work life were also vital considerations.

Mr. Podel reported on his meeting with Mark Kutney, Development Services. Draft budget numbers were reviewed. He questioned the necessity of spending \$400,000 to rewrite the Town Code re: the Regional Activity Center, as well as the elimination of positions previously approved which have not yet been filled and whether that action actually cuts expenses or just the bottom line budget. Mr. Podel pointed out that statistically salary increases way outpace the population growth of the Town. He stated that his concept would be, not for one year, but in future years, to get back to a target of the right expense level to run the Town. Mr. Podel did not believe that the cuts should be 17% across the board for all departments and each area should be looked at on its own merit.

Ms. Menke stated that the Town Council wanted the lowest cuts possible in public safety. Increasing park user fees was mentioned, i.e., raising adult activity as well as summer camp fees, and continuing to subsidize youth sports.

Contingency and reserve funds were also briefly discussed.

Motion made by Mr. Podel, seconded by Mr. Oakes, to have all department managers provide explanations for the change in expenses of their departments from the 2007 budget figures to 3, 7, and 10 years ago. Explanations shall include the nature of services

rendered by the department and the statistical measurements of the change of such services, i.e., population growth, number of parks, miles of roads, number of schools, crime rates, etc. Explanations shall also include the number of personnel in each department over the look-back period, concluding with a brief summary explaining the relation of change to the relation of personnel count and expense increases. In a voice vote, the motion passed 4-1 (with Vice Chair Spages dissenting).

[Chair Preziosi left at 6:50 p.m.]

4.2) FY 2007-2008 Operating Budget

Each member will review the budget for their assigned departments and provide recommendations.

4.3) Capital Improvement Projects FY 2008-2012

Ms. Menke advised this matter had been tabled by the Town Council; it was, therefore, deferred by the Committee.

5. COMMENTS AND SUGGESTIONS

It was noted that the Town Council had their budget workshop scheduled earlier in the day. The concern was expressed that there be “real cuts and not paper cuts.”

6. ADJOURNMENT

With no further business to discuss, the meeting adjourned at 6:55 p.m.

Date approved

Chair/Committee Member